

VILLAGE OF COTTAGE GROVE
PLAN COMMISSION
Wednesday, July 15, 2020

MINUTES

1. Call to order

The Plan Commission meeting for July 15, 2020 was called to order by Village President John Williams at 6:30 p.m. this was a zoom meeting.

2. Determination of quorum and that the agenda was properly posted.

It was noted that a quorum was present and that the agenda was properly posted. Roll Call was taken. Commission members present were: John Williams, Don Brinkmeier, Kyle Broom, Alex Jushchyshyn, Melissa Ratcliff, Kim Sale and Fred Schulze. Staff members present were Village Planner Erin Ruth, Village Administrator Matt Giese, Village Clerk Lisa Kalata, Village Engineer Kevin Lord, Public, and Village Attorney Larry Konopacki.

3. Pledge of Allegiance

4. PUBLIC APPEARANCES – *Public's opportunity to speak about any subject that is not a specific agenda item.*
None

5. Discuss and consider the minutes from the Plan Commission meeting of June 10, 2020.

Ratcliff indicated that in item 6 Greywolf Partners should be added after Joe Wagner's name. **Motion** by Ratcliff to approve the minutes from the June 10, 2020 Plan Commission meeting with addition, seconded by Schulze **Motion** carried with a voice vote of 7-0-0.

6. PUBLIC HEARING: Opportunity for Public to Provide Input Regarding the Proposed Amendment of The Village of Cottage Grove Comprehensive Plan.

Williams opened the public hearing at 6:34 p.m. There were no comments from the public, Williams closed the public hearing at 6:36 p.m.

7. Discuss and Consider the Proposed Amendment of The Village of Cottage Grove Comprehensive Plan.

Ruth explained that the Plan Commission approves the plan by approving a resolution. Motion by Ratcliff to approve resolution 2020-09 that was emailed, seconded by Brinkmeier. **Motion** failed with a voice vote of 1-6-0 with Williams, Brinkmeier, Broom, Jushchyshyn, Sale, Schulze voting No. The committee would like to see traffic information on the area before they make a zoning change. **Motion** by Schulze to approve the planned neighborhood #6 with amendments to the resolution as necessary, seconded by Jushchyshyn. **Motion** carried with a voice vote 7-0-0.

8. PUBLIC HEARING: Opportunity for Public to Provide Input Regarding the Proposed Amendment of The Village of Cottage Grove Subdivision Ordinance to Extend the Timeline for Recording Certified Survey Maps.

Williams opened the public hearing at 6:56 p.m. There were no comments from the public, Williams closed the public hearing at 6:58 p.m.

9. Discuss and Consider the Proposed Amendment of The Village of Cottage Grove Subdivision Ordinance to Extend the Timeline for Recording Certified Survey Maps.

Ruth explained this was the same language that was presented in the draft and was approved at the last meeting and recommends approval. **Motion** by Schulze to approve the amendment of the Village of Cottage Grove Subdivision Ordinance to Extend the timeline for recording certified survey maps, seconded by Brinkmeier. **Motion** carried with a voice vote 7-0-0.

10. Presentation By 1855 Saloon Regarding Concept for Site Plan Amendment At 218 S. Main Street. For Feedback Only – No Action Will Be Taken.

Mike Calkins and Andy Meesemann from Snyder and Associates were present to give a brief overview of the outdoor patio area proposed for 1855 Saloon and Grill.

11. Review Background Information Related to Potential Boundary Agreement with The Town of Sun Prairie.

Ruth provided some of the old maps from 2011 when they had boundary agreement talks with the Town of Sun Prairie.

12. Review Current Status of Boundary Agreement Discussions with The City of Madison And Town of Cottage Grove.

Ruth provided maps of the areas they have been working with the City of Madison and the Town of Cottage Grove on a boundary agreement. The City of Madison is looking at an agreement and would like the western boundary to be Vilas Road and the Village would like a green space between the two municipalities. The cemetery could serve as the green space, but the eastern boundary may be for difficult as they are looking for a 40-year agreement. The eastern boundary would be with the Town of Cottage Grove and we may not want to commit to that period of time and would like some feedback. The committee agrees that the western boundary is acceptable and would like to see a shorter period of time for the agreement on the eastern boundary.

13. Discuss Amendment of Village of Cottage Grove Zoning Ordinance Related to Conditional Uses.

Ruth reported that they are still working on the amendments, and the next steps would be to have the Village Attorney go through and draft the amendment.

14. Future Agenda Items

1855, traffic information, boundary agreement and zoning ordinance

14. Adjournment

Motion by Ratcliff to adjourn at 7:38 pm, seconded by Schulze. **Motion** carried with a voice vote of 7-0-0.

Lisa Kalata, Clerk
Village of Cottage Grove
Approved: August 12, 2020

These minutes represent the general subject matter discussed in this meeting but do not reflect a verbatim documentation of the subjects and conversations that took place.